**SINGLE SOURCE AWARD** **BID # SS-0359-18**

**Subject:** Rhino Carts and Marathon Tray Meal Transport System for Correctional facilities.

**Department:** Jacksonville Sheriff's Office

**Description of Purchase**: Recommend approval of Sole Source award to Cooks Correctional for the purchase of Rhino Carts and Marathon Tray Meal Transport System for Correctional facilities (Jacksonville Sheriff's Office). Total amount of expenditure not to exceed $164,000.00. The period of service will be one (1) year from date of award.

**Funding Source**: SHCO64AIW-04904-TRSH09-($42,000.00) and SHCO64AIW-06429-TRSH09-($122,000.00) To be executed by Purchase Order.

**Single Source Award To:** Cooks Correctional

**Price Justification:** See Attached

**Total Award:** $164,000.00 **Requisition #:** 222851

**Attachments:** Single Source Form, Vendor Letter, Vendor Quote

**Certification as to Single Source**: R.A. Cieplinski, Correctional Food Service Coordinator, Office Of The Sheriff

**THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.**

Marleen Doran

**Analyst: Marleen Doran**

**Gregory Pease, Chief**
**Procurement Division**

***APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE***

**"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"**

***CHAIRMAN*** ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Req # 222851

# SINGLE SOURCE REQUEST

**Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.**

**REQUESTING AGENCY (DEPT./DIVISION):** Jacksonville Sheriff's Office ✓

**FUNDING SOURCE:** $42,000.00 SHCO64AIW-04904-TRSH09 $122,000.00 SHCO64AIW-06429-TRSH09 ✓

**BRIEF DESCRIPTION OF GOODS/SERVICES:**

Rhino carts and Marathons tray meal transport system for meal service in all Correctional facilities.

**AMOUNT OF PROJECT (attach quote):** $164,000.00 ✓

**PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):**

35 Rhino carts (150 tray capacity)

5 Rhino carts (102 tray capacity)

500 cases Marathon trays (100 cases @ no charge)

all items to upgrade meal transport system in Correctional facilities

**PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:**

Rhino carts and Marathon trays are only available through Cook's Correctional and are patented as such.

**ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:**

A three month trial has been done in the Pre-Trial Detention Facility comparing the Cook's transport system and that of the similar systems and found the Cook's system to be superior in design, durability and function. Cook's Correctional is the only vendor who can sell Rhino Carts and Marathon Trays.

**Submitted by:** R. A. Cieplinski — Correctional Food Service Coordinator

**(Name)** **(Title)**

**Date:** November 6, 2017

**Requesting Agency's Director's Signature:** 5839

27725 Diehl Road Warrenville, IL 60555Ph. 800-956-5571 Fax. 800-956-6822
*CooksDirect.com, a leader in heavy duty kitchen equipment & supplies to the food service industry.*

May 2, 2017

To Whom It May Concern:

Cook's is pleased to offer our customers several products that are exclusively distributed through our company. We have designed a variety of trays, kitchen utensils and smallwares, security, kettle tools and meal delivery related products which have unique attributes oriented for the correctional environment.

To identify the products that are exclusive to Cook's you can look for the Cook's Exclusive icon in our Buyer's Guide or the Cook's logo next to the product. Included in the products are:

- **Insulated Trays:** Four Star, Five Star, and Marathon, Marathon lids
- **Silicone Flex-Trays:** 626SS Self stacking trays, 617ST, 517, 437, 335 and 321
- **Kitchen Utensils & Smallwares:** Flatware, Tumblers, Dishers, Spoodles & Cake Marker
- **Security:** Deadman Box, Knife Leash Kit, Tool Locker & Camtainer Locking Latches
- **Kettle Tools:** HD Kettle Paddle KT1060, Globe Whip and Ladle KT3060
- **Meal Delivery Related Products:** Tray Stack Carriers, Super Cart, Aluminum Platform Trucks, Correctional Tray Assembly Line, Gravity Conveyor, Stainless Steel, Aluminum and Insulated Tray Delivery Carts, Rhino Cart Series (630-M-150 and 630-M102)

These products are distributed solely through Cook's.

If you questions about our designs or the manufacturing of these items, feel free to give us a call at 1-800-956-5571 and ask for Kerri Kolzow.

Kind Regards,

Kerri Kolzow
Territory Manager

# Cooks Correctional

27725 Diehl Road
Warrenville, IL 60555
(800) 956-5571
www.CooksCorrectional.com

# SALES QUOTE

Sell To: Duval County John E Goode
Rick Cieplinski
500 E Adams St
Jacksonville, FL 32202
Phone: (904) 630-5760
Fax: (904) 630-5825

Ship To: Jacksonville PTDF
Ph#804-630-5704 x5522
Attn: Rick Cieplinski/Kitchen
500 East Adams St
Jacksonville, FL 32202
Phone No. (904) 630-5760

Requested By: Rick Cieplinski

Profit Center

| Customer ID | Ship Via | Quote No. | Terms | Quote Date | Quote Expires | Salesperson |
|---|---|---|---|---|---|---|
| 32202-2 | | SR135776 | Net 30 - CUST | 11/01/17 | 12/01/17 | KKOLZOW |

| Quantity | Item No. | Description | Unit | Unit Price | Total Price |
|---|---|---|---|---|---|
| 400 | 630-170B | Marathon tray brown | Case | 105.00 | 42,000.00 |
| | | color code (504) | | | |
| | | Brown | | | |
| | | 6 compartments, 10 per case, | | | |
| | | temp. rating 239 degrees, | | | |
| | | Cook's Brand | | | |
| | | HTS - 3924.10.3000 | | | |
| 100 | 630-170B | Marathon tray brown | Case | | |
| | | color code (504) | | | |
| | | Brown | | | |
| | | 6 compartments, 10 per case, | | | |
| | | temp. rating 239 degrees, | | | |
| | | Cook's Brand | | | |
| | | HTS - 3924.10.3000 | | | |
| 35 | 630-M-150-GR | Rhino Cart, Charcoal Grey, | Each | 3,100.00 | 108,500.00 |
| | | Caster arrangement 2, 2 fixed, | | | |
| | | Transferred to page 2..... | | | 150,500.00 |

Prepared By: . x

# Cooks Correctional

27725 Diehl Road
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|---|---|---|---|---|---|---|
| 32202-2 | | SR135776 | Net 30 - CUST | 11/01/17 | 12/01/17 | KKOLZOW |

| Quantity | Item No. | Description | Unit | Unit Price | Total Price |
|---|---|---|---|---|---|
| | | Transferred from page 1..... | | | 150,500.00 |
| | | 2 swivel. | | | |
| 5 | 630-M102-GR | Rhino, M102, Smaller Version | Each | 2,700.00 | 13,500.00 |
| | | Gray, Caster arrangement, 2 fixed, | | | |
| | | 2 swivel | | | |
| 1 | | S & H - paid by Cooks | | | |

Prepared By: , x

| | |
|---|---|
| Subtotal: | 164,000.00 |
| Invoice Discount: | 0.00 |
| Tax: | 0.00 |
| Total: | 164,000.00 |

**OFFICE OF THE SHERIFF**
**ORDER REQUEST FORM**

Request For: Pre-Trial Detention Facillity (Work Unit) | Jails (Division) | Corrections (Dept.)

Requestor: Rick Cieplinski (Name) | 65873 (ID #) | 904-630-5842 (Phone) | 11/1/2017 (Date)

Deliver To Location: 500 East Adams, Jacksonville, Florida 32202

| Item No. | Description and Model No. | JSO Stock No. | QTY. | Unit Cost | Total |
|---|---|---|---|---|---|
| 1 | Marathon Trays | | 400 | $105 | $ 42,000.00 |
| 2 | Marathon Trays | | 100 | $0 | - |
| 3 | Rhino Carts, Charcoal Grey (630-M-150-GR) | | 35 | $3,100 | 108,500.00 |
| 4 | Rhino Carts, Charcoal Grey (630-M-102-GR) | | 5 | $2,700 | 13,500.00 |
| 5 | | | | | |
| 6 | | | | | |
| 7 | | | | | |
| 8 | | | | | |
| 9 | | | | | |
| 10 | | | | | |
| 11 | | | | | |
| 12 | | | | | |
| 13 | | | | | |
| 14 | | | | | |
| 15 | | | | | |
| | | | | TOTAL REQUEST | $ 164,000.00 |

Suggested Vendor: Cooks Correctional | Vendor Phone: (800)-956-5571

Vendor Address / E-mail: 27725 Diehl Road, Warrenville, Illinois 60555

☐ Proprietary
☐ Sole Source

If Proprietary / Sole Source, attach appropriate form and letter from vendor.

Special funding to be used for this purchase?
☐ Loan Pool / Banking Fund
☐ Grant *
☑ Trust Fund *

* Enter name and # of Grant or Trust Fund

Justification / Repetitive Request Authorization / Notes:

to be funded from Inmate Welfare fund

Approvals:

1. Chuy T. Carter — Signature | 7105 — ID # | 11/1/17 — Date
2. [signature] — Signature | 5839 — ID # | 11/1/17 — Date
3. Signature | ID # | Date
4. Signature | ID # | Date

Required approval level (per General Order 54):
$0 to $2,500 - Assistant Chief or higher
$2,501 to $5,000 - Chief or higher
$5,001 or more - Director or higher

Budget Office Use Only
Index ____ Subobject ____
Analyst ____ Date ____

P-1532 Rev 2010-09